

# **Social Skills**

## **FOUR BASIC SOCIAL SKILLS**

Listening to Others

Making Requests

Expressing Positive Feelings

Expressing Unpleasant Feelings

# Social Skills

## Listening to Others

- Step 1.** Look at the person.
- Step 2.** Let the person know that you are listening by either nodding your head OR saying something like “Uh-huh” or “OK” or “I see.”
- Step 3.** Repeat back what you heard the person saying.

# Social Skills

## Making Requests

- Step 1.** Look at the person.
- Step 2.** Say exactly what you would like the person to do.
- Step 3.** Tell the person how it would make you feel.

**In making your request, use phrases like:**

“I would like you to\_\_\_\_\_”

“I would really appreciate it if you would do\_\_\_\_\_”

“It’s very important to me that you help me with  
\_\_\_\_\_”

# Social Skills

## Expressing Positive Feelings

- Step 1.** Look at the person.
- Step 2.** Tell the person exactly what it was that pleased you.
- Step 3.** Tell the person how it made you feel.

# Social Skills

## Expressing Unpleasant Feelings

- Step 1.** Look at the person. Speak calmly and firmly.
- Step 2.** Say exactly what the other person did that upset you.
- Step 3.** Tell the person how it made you feel.
- Step 4.** Suggest how the person might prevent this from happening in the future.